

## **CAPPS Financials — User Group Meeting Minutes**

**Thursday, June 25, 2019**

**9–11 a.m.**

**(Webinar Only)**

### **I. Welcome (Anthony Martin)**

- This is a Webinar through Webex.
- User Group meeting materials will be posted on FMX.
  - To be added to the User Group distribution list, send an email to the CAPPS Governance and Communications Team at [CAPPS.CGC@cpa.texas.gov](mailto:CAPPS.CGC@cpa.texas.gov).

### **II. Production Update: Financials Support Requests (SRs) (Anthony Martin)**

- **SR Summary and Trend Report**
  - The ***CAPPS Financials Summary and Trend Report 06/25/20*** document was reviewed.
    - In May, there were 773 active SRs with 296 in high priority status.
    - As shown on the Trend chart, there were 294 SRs opened and 277 closed in May.
- **Governance Approved Enhancements**
  - No enhancements due to a current code freeze.
- **Required Maintenance**
  - The ***CAPPS Financials Required Maintenance 06/25/20*** document was reviewed. Updates since the last meeting are identified with an asterisk (\*) and **bolded**.

### **III. Project Update: FIN FY20 Deployment (Nyguel Sanders)**

- The ***CAPPS FY20 FIN Agency Deployment Project 06/25/20*** document was reviewed.
- The project is green and on track. There are eight deploying agencies. The Code Move date is July 6, 2020. The Soft Go-Live date is Aug. 10, 2020. The implementation date is Sept. 1, 2020.
- Key Activities:
  - System Test
  - Summer Train the Trainer Sessions
  - User Acceptance Testing in progress
- UAT Kickoff is on April 23, 2020

### **IV. Discussion Topic: How to Properly Liquidate Encumbrances using the Purchasing and AP Modules (Adrian Respress)**

- The ***CAPPS Financials How to Properly Liquidate an Encumbrance 06/25/20*** document was reviewed.

### **V. Discussion Topic: Journal Import Process and Journal Cross Walk Table (Karl Westerman)**

- The ***CAPPS Financials Journal Import for F, R and G Docs 06/25/20*** document was reviewed.

### **VI. Upcoming Meetings**

- Thursday, July 30, 2020
- Thursday, August 20, 2020